OCONUS Forum

Agency Program Coordinator Conference
Government Commercial Purchase Card
Atlanta, Georgia
March 1-5, 2004

Dave Morrison

OCONUS Agenda

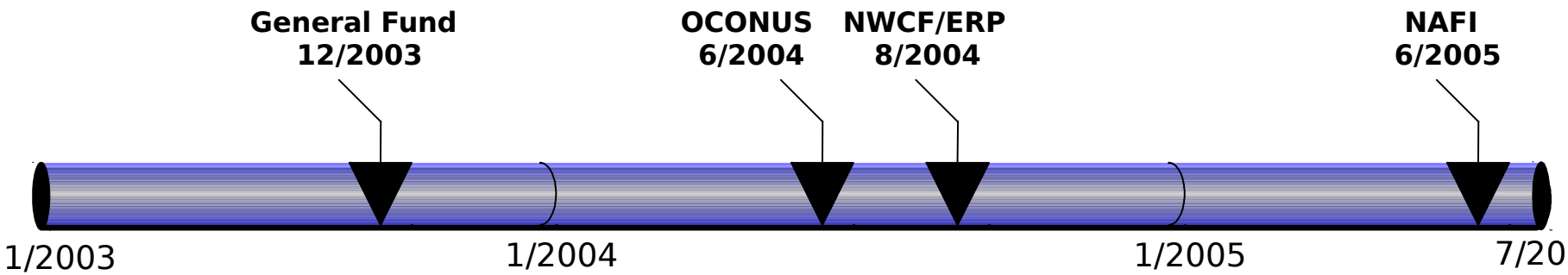
- DOD Policy
- Electronic Certification timeline
- Steps to Certify Electronically
- Budget Exchange Rate Report
- Activities manually certifying
- Concerns and Ideas

DOD Policy

USD (C) and USD (ATL) Memo 27 November 2002

- All DOD Activities must use the banks' on-line system for certification and bill payment
- Each component must take action to implement by February 1, 2003
- Use of the banks' system is mandatory unless a waiver is granted by the Director, Defense Procurement
- To date, no waiver has been approved or granted

Electronic Certification Timeline



Dates are for completion of implementation

Steps to Certify Electronically

For activities using STARS Accounting and One Pay for Invoicing (DFAS)

- Training
  - eBusiness offers role based training for APC, AO & CH
    - http://www.don-ebusiness.navsup.navy.mil
  - Reference Material
    - Role based Deskguides are also available at our website
    - Instruction 4200.1
- APC Responsibilities
  - Ensure that the AO profile contains a valid UIC and AAA
  - Ensure that the Line of Accounting & Costcode are loaded in CitiDirect
  - Provide eBusiness with UIC from Costcode & AAA from the Line of Accounting in the AO profile
  - Ensure that the Cost Code in the CitiDirect Line of Accounting is loaded in STARS as a valid Job Order Number
- DON eBusiness
  - Ensure IMPAC Indicator in STARS is set to “Y”

Budget Exchange Rate Report

CD1700 Budget Exchange Rate Calculation Report

01700 - 01700 DOD PMO OFFICE

01700 00017 - 00017 DEPT OF NAVY

01700 00017 00015 - 00015 OFFICE NAV INTELLIGENCE

01700 00017 00015 00001 - 00001 OFFICE NAV INTELLIGENCE

Report Parameters — Version 1.0

Unit#: 01700 00017 00015 00001

Report Begin: 01-Aug-02

Report End Date: 30-Aug-02

Report Run Date: 10-Jan-03 09:14 AM

Citibank® Commercial Cards - Budget Exchange Rate Report

Account Number / Account Name / SDN	Accounting Code / Transaction Detail Description / Merchant Name / Transaction Detail Identifier	Trans Date / Post Date / Currency	Actual Exchange / BER Multiplier / Budget Exchange	Local Trans Amount / Transaction Amount / BER Amount
xxxxxxxxxx076464	1720022002180415CJ260000015 0688922DQ18020000152C8928T	24-Jul-02	1.5347183	1,420.00
C ELAINE\SUNSTONE		26-Aug-02	.2263316	2,179.30
N0001502CCMMMR1	xxxxxxxxxxxxxxxxxxxxx	Pound St	1.3083868	321.39
Subtotal for SDN: N0001502CCMMMR1	**Pound St** **Local Trans:** **1,420.00** **Transaction:** **2,179.30**		**BER:**	**321.39**
Subtotal for Currency:	**Pound St** **Local Trans:** **1,420.00** **Transaction:** **2,179.30**		**BER:**	**321.39**
xxxxxxxxxx340894	1720022002180415VR260000015 0688922DQ18031000152VR928T	08-Aug-02	.5728225	42.02
GEORGE E\PORTERFIELD		12-Aug-02	.0610779	24.07
N0001502CCMMMPV	xxxxxxxxxxxxx	Sing Dollar	.5117445	2.57
xxxxxxxxxx340894	1720022002180415VR260000015 0688922DQ18031000152VR928T	09-Aug-02	.5728889	22.50
GEORGE E\PORTERFIELD		12-Aug-02	.0611444	12.89
N0001502CCMMMPV	xxxxxxxxxxxxxxxxx	Sing Dollar	.5117445	1.38
xxxxxxxxxx340894	1720022002180415VR260000015 0688922DQ18031000152VR928T	12-Aug-02	.5744337	92.70
GEORGE E\PORTERFIELD		14-Aug-02	.0626891	53.25
N0001502CCMMMPV	xxxxxxxxxxxxxxxxxxxxx	Sing Dollar	.5117445	5.81
Subtotal for SDN: N0001502CCMMMPV	**Sing Dollar** **Local Trans:** **157.22** **Transaction:** **90.21**		**BER:**	**9.75**
Subtotal for Currency:	**Sing Dollar** **Local Trans:** **157.22** **Transaction:** **90.21**		**BER:**	**9.75**
Grand Total For All Currencies	**Transaction:** **2,269.51**		**BER:**	**331.14**

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OCONUS ACTIVITIES STILL CERTIFYING MANUALLY						
HIERARCHY	ACTIVITY	VOLUME		HIERARCHY	ACTIVITY	VOLUME
OPNAV		**$2,472,127**		**COMLANTFLT**		**$1,617,664**
00011-00013-01940	TSO EURSWA	$11,289	*	00060-00041-07005	COMSERVFORSIXTHFLT	$98,002	*
00011-00013-08374	NLSO EURSWA	$39,658	*	00060-00043-03049	NAVEURMETOC	$165,585	*
00011-00062-03005	NSA BAHRAIN	$1,218,564	*	00060-00043-08383	NAVPACMETOC	$114,182	
00011-00062-03381	JUSMAGTHAI	$58,377		00060-00043-68980	NCMOC	$63,525	*
00011-00062-57007	COMUSNAVCENT	$1,144,239	*	00060-00045-00751	COMSUBLANT REP NWD	$11,695	
SECNAV		**$73,436**		00060-00046-00294	NCTAMS EURCENT	$319,075	
00012-00001-09241	HRSC EUROPE	$73,436	*	00060-00046-03182	NCTAMS EURCENT ROTA	$89,224	
ONR		**$82,754**		00060-00046-03429	NCTAMS EURCENT LONDON	$91,751	
00014-00072-02909	ONR-EUR	$58,202	*	00060-00046-08893	NAVCOMTELSTA SICILY	$185,557	
00014-00072-05997	ONR-ASIA	$24,552		00060-00046-09957	NAVCOMTELSTA BAHRAIN	$213,011	
BUMED		**$17,434,078**		00060-00046-70278	NAVCOMTELSTA FAR EAST	$194,808	
00018-00001-01751	NAMRU-3	$998,126		00060-00047-08755	PSA EUROPE	$71,248	*
00018-00001-02510	NEPMU 7	$54,256	*	**COMNAVEUR**		**$32,027,038**	
00018-00001-06096	NAVHOSP NAPLES	$2,400,099		00061-00001-00061	COMUSNAVEUR	$514,576	
00018-00001-06101	NAVHOSP ROTA	$913,789		00061-00001-00829	NSA GAETA	$302,418	
00018-00001-06491	NAVMEDCLINICS UK	$145,866		00061-00001-02597	NSA NAPLES	$5,998,458	
00018-00001-08292	NAVHOSP YOKOSUKA	$4,340,011		00061-00001-02863	NAVSTA ROTA	$6,697,443	
00018-00001-08442	USNDC EUROPE	$563,090		00061-00001-02960	NSA LA MADDALENA	$2,435,445	
00018-00001-08470	NAVHOSP OKINAWA	$6,133,109	*	00061-00001-02995	NAS SIGONELLA	$2,500,637	
00018-00001-08875	NAVHOSP KEFLAVIK	$451,844		00061-00001-03032	NAS KEFLAVIK	$5,394,753	*
00018-00001-09163	NAVHOSP SIGONELLA	$1,288,951		00061-00001-05314	CINCSOUTH	$110,606	
00018-00001-44852	NMRCD	$144,937	*	00061-00001-06258	COMNAVACT UK	$857,156	
NAVAIR		**$80,422**		00061-00001-06691	NSA SOUDA BAY	$2,076,243	
00019-00025-02846	NAMRA	$60,756		00061-00001-07032	NAF MILDENHALL	$27,699	
00019-00025-09539	NAPRA DET OKINAWA	$19,666		00061-00001-08088	CNE DET SOUTHLANT	$30,686	
NAVSEA		**$64,426**		00061-00001-08170	NRCC NAPLES	$384,313	
00024-00001-09017	AEGIS TRAREDCEN	$64,426	*	00061-00001-08171	NRCC DET LONDON	$65,808	
NAVFAC		**$329,409**		00061-00001-08741	CREDO NAPLES	$43,694	
00025-62470-03131	EFA MED	$329,409		00061-00001-09400	NRCC DET BAHRAIN	$4,164,182	*
USMC		**$10,220,447**		00061-00001-09422	JOINT MARITIME FAC	$301,208	
00027-00088-07400	USMC OKINAWA	$7,366,782	*	00061-00001-09550	COMFAIRMED	$121,714	
00027-00094-02613	MCAS IWAKUNI	$2,853,664	*	**COMNAVSECGRU**		**$187,282**	
CNI		**$901,529**		00069-00036-03456	NSGA MISAWA	$187,282	*
00052-03049-02995	NAS ROTA	$4,549	*	**COMPACFLT**		**$11,521,878**	
00052-61075-61075	COMNAVFORO KOREA	$22,730		00070-00052-02758	SRF YOKOSUKA	$8,811,806	
00052-61076-61028	COMFLEACT YOKOSUKA	$90,889		00070-00052-08047	NRCC SINGAPORE	$76,761	
00052-61076-61029	COMFLEACT OKINAWA	$84,141		00070-00052-08639	PSA PACIFIC	$291,937	
00052-61076-61030	COMFLEACT SASEBO	$277,634		00070-00052-32778	COMFLEACT CHINHAE	$330,845	
00052-61076-61031	NAF ATSUGI	$338,570		00070-00052-68539	NSF DIEGO GARCIA	$2,799	
00052-61076-61032	NAF MISAWA	$51,490		00070-00064-02507	NAF ATSUGI	$1,672,771	
00052-61076-61076	COMNAVFOR JAPAN	$31,526		00070-00064-07006	COMNAVFOR JAPAN	$334,960	
					REPORTED AS AUTOMATED		*